

MANAGEMENT TECHNOLOGY SYSTEMS (MTS)

MTS106 Computer Basics (3 course hours)

This course introduces students to general computer applications and concepts. The course focuses on the use of an integrated software package which includes the use of the operating system and applications such as word processing, spreadsheets, databases, and presentation software. Also included are the basics of using the Internet and the World Wide Web. The course uses a textbook which has a companion web site that offers an electronic version of the textbook called MindTap and an assessment managing site called SAM.